

FAMILY LAW FACILITATOR'S OFFICE

WHAT IS THE FAMILY LAW FACILITATOR'S OFFICE?

The Family Law Facilitator's Office is a free service that assists self-represented persons with child support and related issues. The office provides information to self-represented persons about:

- How the Family Law Courts work
- General information about starting or responding to a family law case or seeking orders from the court regarding child support and related matters
- What forms you need to file
- How to complete forms

WHAT SERVICES DOES THE FACILITATOR'S OFFICE PROVIDE?

The Family Law Facilitator's Office provides general procedural information, confirms case status, conducts workshops, assists briefly with forms and review of completed paperwork, offers child support mediation and support calculations, drafts orders after hearing on child support and related issues, assists with procedures in Dept. of Child Support Services cases, provides educational materials, and makes referrals to other legal and community services.

The FACILITATOR'S OFFICE does not provide legal advice or representation to anyone, but is available to help parties better understand what they need to do to resolve the legal issues they have concerning their children.

HOW DO I GET HELP?

The Family Law Facilitator's Office has a schedule of times when you can drop in personally, call for assistance or to make an appointment for a workshop, or get help at your hearing. The schedule is set out below:

Drop-In Intake: Monday through Thursday 9:00 a.m. to 11:30 a.m. in both the Oakland and Hayward offices. Friday morning in Fremont by appointment only.

Phone Calls: Monday through Thursday 2:00 p.m. to 4:30 p.m. in both the Oakland and Hayward offices. **Oakland: (510)-208-4969 Hayward: (510)-670-5150**
Calls and messages are taken during these hours **only**. **DO NOT** call at other times – calls will **not** be returned.

Workshops: By appointment only. Workshops on starting dissolutions, paternity actions, and applications for orders involving child support and related issues are conducted in the afternoons at 1:30. You may come in during intake hours or call during phone hours to get an appointment for an appropriate workshop.

Courtroom: Provide child support mediation and calculations, procedural information, and orders regarding child support and related issues. This is a limited service.

Spanish: Spanish-speaking workshops of up to 10 people each (first come, first served) are held in Oakland on Thursdays at 1:30 p.m. and in Hayward on Fridays at 9:00 a.m. Spanish-speaking Tel.: **(510)-670-5724**.

WHERE IS THE FAMILY LAW FACILITATOR OFFICE?

There are three office locations:

Oakland: 1225 Fallon Street – Room 240

Hayward: 224 W. Winton – Room 179

Fremont: 39439 Paseo Padre – Room 300 (appointments only)